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U.S. Department of Justice
National Institute of Justice

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National Institute of Justice / ***Program Announcement***

Visiting Fellowship Program

Fiscal Year 1986

ORIGINAL

Deadline for submission:

March 14, 1986

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U.S. Department of Justice

National Institute of Justice

Office of the Director

Washington, D.C. 20531

SEPTEMBER 1985

Dear Colleague:

The Visiting Fellowship Program of the National Institute of Justice for the Fiscal Year 1986 offers criminal justice practitioners and researchers an opportunity to undertake independent research on policy relevant issues related to the criminal justice system. It is a path for the investigation of new approaches to resolving your most nagging operational problems as well as personally becoming involved in a national program on criminal justice research directed at meeting the needs of state and local agencies.

The Visiting Fellowship Program provides for full financial as well as logistical support and access to the abundant criminal justice data and information resources in the Nation's Capital.

I hope that you will avail yourself of this opportunity and I would appreciate your bringing it to the attention of any of your colleagues who share our mutual interest in improving the future directions in the criminal justice system.

Sincerely,

James K. Stewart

James K. Stewart
Director

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DEPARTMENT OF JUSTICE

NATIONAL INSTITUTE OF JUSTICE

VISITING FELLOWSHIP PROGRAM ANNOUNCEMENT FY1986

THE PROGRAM

The Visiting Fellowship Program sponsors research conducted by qualified scholars and criminal justice professionals. Its principal aim is to contribute to our understanding of crime and criminal behavior, the impacts of crime control policies, and the fairness, effectiveness, and efficiency of criminal justice system operations. Selection is based on a competitive review of candidate proposals. Recipients are located at the National of Justice for a period of six to eighteen months. While at the Institute, Fellows have the opportunity to participate in the development of plans for criminal justice research programs of national scope, interact with Institute staff and other Visiting Fellows, and present seminars on their own research.

The Visiting Fellowship Program has two components, differentiated by the background and orientation of the applicants. They are:

1) Fellowships for Practitioners -- These are geared to middle- and upper-level criminal justice personnel who are selected on the basis of their operational experience and their proposed research project. These people are usually employees of state or local governments. Their experience may be in police, courts, institutional corrections, probation and parole, community crime prevention, victims service or any other aspect of criminal justice.

2) Fellowships for Researchers -- These are geared to personnel with broad and extensive criminal justice research experience who are selected on the basis of this experience and their proposed research.

The Institute anticipates that there will be up to 5 awards in each component of the program.

ELIGIBILITY AND EXCLUSIONS

The program is open to criminal justice practitioners, professionals and researchers. Awards are made to individuals to support projects that are of a research nature.

Action-oriented projects (such as those intended to provide training or treatment) in which research plays a minor role are outside the scope of Fellowship program support. Also ineligible are part-time research efforts, students seeking educational support for graduate or undergraduate work, and persons previously awarded Visiting Fellowships.

Fellows are expected to spend a minimum of 80% of their fellowship period at the National Institute of Justice, Washington, D.C.

Nature of the Awards

The Visiting Fellowship awards may be made in one of two ways, under either the researcher or practitioner component of the program.

1. Grants to individuals. These provide salary and project costs. The allowable costs are described below in detail in the section entitled "Fellowship Arrangements and Support."

2. Intergovernmental Personnel Action (IPA). To be eligible for an IPA, the applicant must be an official or an employee of state and local government or an employee of non-profit criminal justice organizations, provided the latter are certified by the Office of Personnel Management as eligible to participate under the provisions of the Intergovernmental Personnel Act of 1970, as amended (PL-91-648).

   As applied in this program, an IPA appointment is basically an agreement between the National Institute of Justice and the Visiting Fellow's parent agency under which the appointee is detailed to NIJ for the six-to-eighteen month fellowship period. NIJ agrees to reimburse the state or local agency for up to 100% of the Fellow's salary and fringe benefits, plus certain other costs necessitated by the move to Washington and by the nature of the research project to be undertaken while the Fellow is in residence at the Institute. The parent agency essentially must agree to continue to pay the Fellow's salary and fringe benefits, plus those additional expenses authorized in the agreement, to provide the Institute with invoices of expenses incurred, and to offer continued employment upon completion of the Fellow's detail.

FELLOWSHIP ARRANGEMENTS AND SUPPORT

Project Schedule: Project periods can run from six to eighteen months. Start dates are flexible, but all projects must begin between July 1, 1986 and June 30, 1987. Applicants should include a timetable indicating proposed start- and end-dates, along with a listing of major project tasks and an estimated schedule for their completion.

Location and Support: Fellows are located in Washington, D.C. at the National Institute of Justice during their Fellowship period, where they are provided phone usage, access to computer terminals and photocopiers (for normal day-to-day use), office furnishings and office supplies. Other costs, such as postage, stationery and clerical support are not chargeable to the Institute's operating budget and must be explicitly included as reimbursable items under the project budget. Budgets should also include estimated costs of computer time on the system of the applicant's choice (including network costs for linking the terminal to the system).

Salary: The allowable Fellowship salary or stipend is determined on the basis of the applicant's earned income.

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Fringe Benefits: The Institute will assume the cost of all fringe benefits presently provided by the employer, including pension fund and insurance plan in which the Fellow is enrolled at the time of award and plans to continue during the Fellowship period.

Relocation Expenses: Reasonable relocation costs are allowable under the award, and should be estimated and explained in the budget.

Travel: The costs of travel within the U.S. essential to the accomplishment of the project's goals are covered. Fellows may not be in travel status more than 20% of the project period.

Supplementary Expenses: Special equipment purchases or leases may be allowed if they are essential to the project. For example, leasing of word processing equipment would be allowed if the applicant's proposed project required particularly heavy use of such equipment for an extended period of time.

Applicants may also budget a reasonable total amount as planned compensation for consultants with whom they may need to confer in the course of their research. The individual daily rate of compensation for such consultant support may not exceed $150.

APPLICATION PROCEDURES

Applicants to either program component should specify the program component to which they are applying and should submit 8 copies of their application to:

Visiting Fellowship Program
Fellowships for _____ (Specify: Researchers or Practitioners)
National Institute of Justice
633 Indiana Avenue, N.W.
Washington, D.C. 20531

All applications should be at the National Institute of Justice no later than 5:00 PM on March 14, 1986.

Submissions should be double-spaced, typewritten and should include:

1. An abstract, not more than one page in length, describing the proposed project.

2. A description of the proposed project, not to exceed 20 pages in length (including appendices), which shows:

   a) the nature of the research question(s) the project will address;

   b) the project's relation to prior work in this area;

   c) an adequately detailed description of the methods for data acquisition, or the data set(s) to be used, and the plan proposed for carrying out analyses;

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d) the general management plan and schedule of tasks involved in conducting the proposed work;

e) the expected product(s) of the study (such as books, reports, articles, computer software, etc.); and

f) the applicant's view of the anticipated value of the results to criminal justice policy makers or practitioners.

This narrative should be in sufficient detail to allow assessment of the proposal in the light of the criteria given below for the appropriate program component.

3. A project budget that estimates and justifies all costs which would be incurred in connection with the Fellowship.

4. A resume containing education, and professional experience, including present position and salary, references, etc.

In addition, applicants for the Fellowships for Practitioners component should include:

5. A letter or other evidence that the applicant's parent agency is aware of the application and is willing to consider the Fellow's release on detail to the National Institute of Justice.

CRITERIA FOR REVIEW OF PROPOSALS

Submissions to the two components of the Visiting Fellowship Program will be reviewed using different criteria.

A. Fellowships for Practitioners

The criteria which will be used to review the submission for Fellowships for Practitioners are:

1. The candidate's relevant professional experience

2. The potential contribution the proposed project could make to the Institute's program of criminal justice research.

3. The merits of the proposed research project, including:

   a. The relevance of the proposed research project to significant and current issues facing criminal justice policy makers;

   b. The feasibility of carrying the project to completion while in residence as a Fellow at the Institute;

c. The research design and methodology of the proposed project

d. The reasonableness of cost estimates and time allocation, and the appropriateness of the costs to the expected products; and

e. The potential usefulness of the research products.

B. Fellowships for Researchers

The criteria which will be used to review the submissions for Fellowships for Researchers are:

1. Conceptualization of the Program: Demonstration of the applicant's firm grasp of the issues underlying the problem area, including on-going and past relevant research.

2. Soundness of Research Design and Methodology: The design and methodology for the proposed study in terms of clarity, specificity, appropriateness and feasibility.

3. Significance of the Research Problem: The questions to be addressed or hypotheses to be explored and their relationship to significant issues currently confronting the criminal justice community.

4. Potential Impact or Utility for Further Research, Policy or Program Development: The potential usefulness of the expected final products to administrators, practitioners, and/or researchers in criminal justice in the United States

5. Costs: The reasonableness of cost estimates and time allocation, and the appropriateness of the costs to the expected products.

6. Qualifications of the Applicant: The competence of the researcher, the appropriateness of skills to the proposed project, the prior relevant research experience, the demonstrated ability to produce a final product which is readily comprehensible and usable, and the adequacy of the time commitment to the project.

It should also be noted that researchers who propose projects in highly technical areas (e.g., Econometrics or Forensic Sciences) should be especially careful to describe the project in terms understandable to researchers who are not specialists in these areas.

REVIEW PROCESS

Applications for each of the two program components will be competitively reviewed by separate panels. Each panel will be composed of NIJ staff and outside reviewers with broad expertise in criminal justice. Based on the

criteria set above, this panel will then recommend proposals that the Institute Dirctor may consider for award.

The Institute Director will then request approved candidates to submit a formal application. However, this request for a formal proposal should not be interpreted as a commitment by the National Institute to sponsor the project. All applicants are notified by letter regarding the status of their submissions.

TIME SCHEDULE

It is anticipated that the time schedule for the review and selection process will be:

- Closing date of cycle	March 14, 1986
- Acknowledgement of Submission	Within 2 weeks of Receipt
- Recommendation of Review Panel (all applicants be notified at this time)	May, 1986
- Decision Regarding Grant Award (the earliest start date for projects is approximately 1 month after this date)	July, 1986

ADDITIONAL COPIES OF THIS ANNOUNCEMENT & ADDITIONAL INFORMATION

A) Additional copies of this announcement may be obtained by sending a self-addressed mailing label to:

Announcement - Visiting Fellowship Program
National Criminal Justice Reference Service
Box 6000
Rockville, Maryland 20850

B) All inquiries about the Visiting Fellowship Program should be addressed to:

Joseph T. Kochanski, Chairperson
Visiting Fellowship Program
633 Indiana Avenue, N.W.
Washington, D.C. 20531
202/724-2962

- o CFDA 16.560 Justice Research & Development Grants
- o OMB Circular A-95 not applicable

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